



Roles & Responsibilities

State of Michigan LPI Methodology
Activity 1





If you are going to be
involved in a State of
Michigan Lean Process
Improvement (LPI)
Workshop...

...there are a number of
roles involved

• The need for a Lean Process Improvement (LPI) will likely begin at the request of a Sponsor

(such as a Director or Deputy Director)

There are two types of Sponsors:



Authorizing Sponsors

drive the LPI effort and
designate the expectations
for the project



Authorizing Sponsors allocate resources to the process:

People



Budget



Time





Throughout the LPI Project,
Authorizing Sponsors act as



**BARRIER
BUSTERS**

While Sponsors are

NOT

directly involved in the analysis
and redesign workshop,

They empower the
team to make
recommendations



and approve
tasks for
implementation





Reinforcing Sponsors

come from lower levels
in the organization and
commit additional
resources





**THEY SUPPORT THE AUTHORIZING SPONSOR
AND MOTIVATE AND INSPIRE THE LPI TEAM**

REMEMBER:

Authorizing and Reinforcing
Sponsor responsibilities
cannot be delegated out

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Authorizing and Reinforcing
Sponsor responsibilities
cannot be delegated out

SPONSOR'S PARTNERING TOGETHER



THANK YOU
FOR
SUPPORTING
THE TEAM



YOU'RE
WELCOME



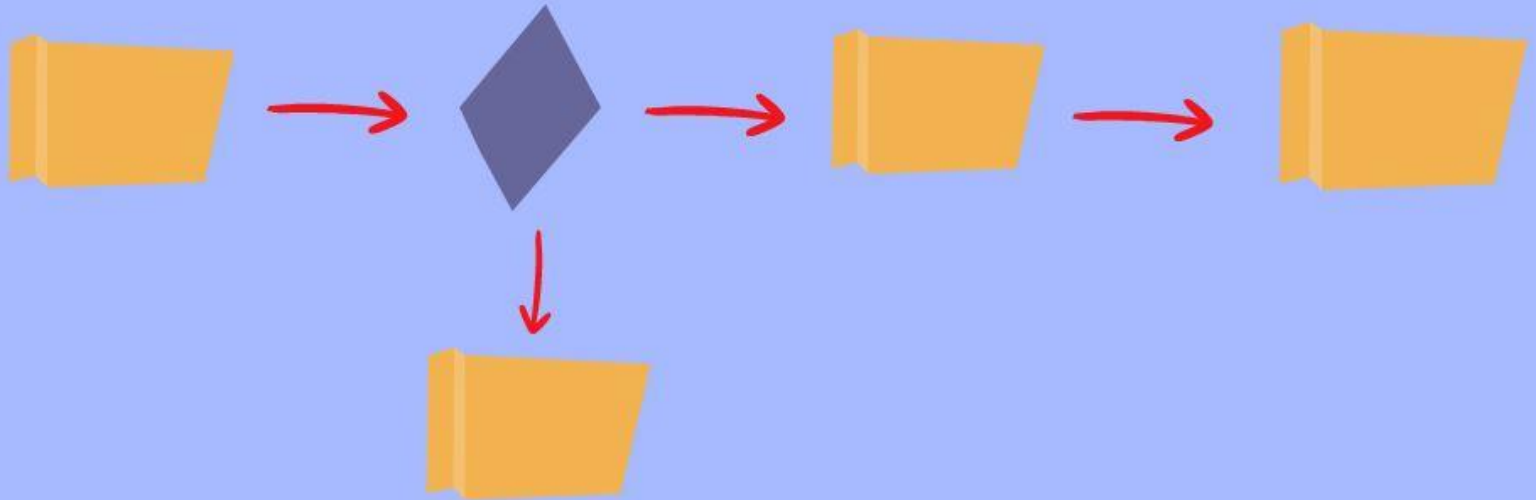
The Process Owner

is the individual who
manages the complete,
end-to-end process

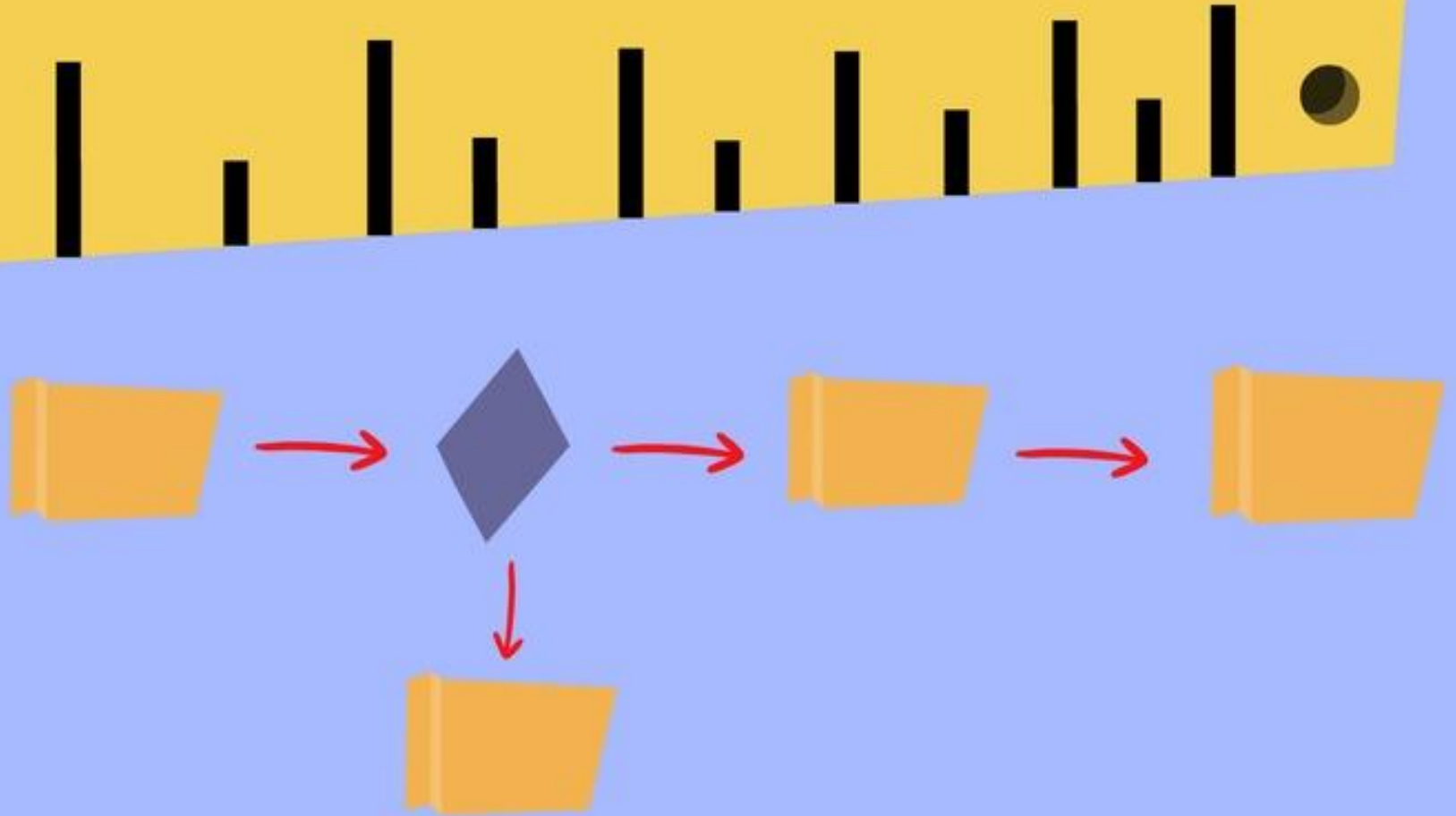




THE PROCESS OWNER OVERSEES THE PROCESS FLOW AND ITS OUTCOMES,



INCLUDING MEASURES AND METRICS





Often, the **Process Owner** is a participant that provides a detailed understanding of the process





Project Team Leaders



coordinate the team
throughout the LPI
Project with constant
communication to all
parties



Core Team Members

are representatives in an
LPI Workshop from each
major work function in the
process





Team Members are
responsible for the
implementation of
the new process



Facilitators

guide the
team through
the LPI
workshop

LPI WORKSHOP

Core Team Member

Core Team Member

Project Team Leader

Core Team Member



Facilitator



Here are a few
more roles to
make a
successful
workshop...

Customers

can be present
during a workshop,
or their feedback
may be solicited as
input



Customers

are actively involved
in the process

and are recipients of
products from the
process





Expert Participants

provide knowledge
regarding specific
parts of the process.





Depending on
their **expertise**,
expert participants may be
asked to attend various
sections of the **workshop**





These participants continue

THROUGHOUT



the implementation
of the future process

Lets Recap LPI Roles

Authorizing Sponsor

Facilitators

Process Owners

Core Team Members

Reinforcing Sponsor

Team Leader

Customers

Expert Participants



All of these
roles are
necessary
for a
successful
LPI



**MAKE SURE TO IDENTIFY
YOUR ROLE IN THE
WORKSHOP AND HOW YOU
WILL BE EXPECTED TO
CONTRIBUTE**

Click below for the module review!

must complete the survey to receive certificate
of completion for
Level I LPI Training



THE INTENDED AUDIENCE FOR THIS MODULE IS STATE OF MICHIGAN EMPLOYEES ONLY AND THE USE OF THIS MATERIAL IS THE SOLE RESPONSIBILITY OF THE AUDIENCE.